

August 2016

## Victorian Early Childhood Teachers and Educators Agreement 2016 (VECTEA)

### EARLY CHILDHOOD TEACHERS

The wages and entitlements outlined in this bulletin are binding only on the employers named as respondents to this agreement.

Payable from the first pay period commencing on or after **1 August 2016**.

Classification/ Level	Annual Salary	Weekly Rate	Hourly Rate
<b>Advisers and Preschool Field Officers</b>			
Adviser in Charge	\$102,813	\$1,970.35	\$51.85
Level 2	\$101,077	\$1,937.08	\$50.98
Level 1	\$99,340	\$1,903.79	\$50.10
<b>Level 3 Teachers</b>			
Level 3.5	\$97,835	\$1,874.95	\$49.34
Level 3.4	\$91,706	\$1,757.49	\$46.25
Level 3.3	\$85,578	\$1,640.05	\$43.16
Level 3.2	\$79,449	\$1,522.59	\$40.07
Level 3.1	\$74,834	\$1,434.15	\$37.74
<b>Validation required for progression from Level 2 to Level 3</b>			
<b>Level 2 Teachers</b>			
Level 2.5	\$72,904	\$1,397.16	\$36.77
Level 2.4	\$70,976	\$1,360.21	\$35.80
Level 2.3	\$68,815	\$1,318.80	\$34.71
Level 2.2	\$66,771	\$1,279.63	\$33.67
Level 2.1	\$65,275	\$1,250.96	\$32.92
<b>Validation required for progression from Level 1 to Level 2 until 31 December 2016</b>			
<b>Level 1 Teachers</b>			
Level 1.2	\$60,392	\$1,157.38	\$30.46
Level 1.1	\$58,690	\$1,124.76	\$29.60

### Definitions

**A Preschool Field Officer** means a person who is required by the employer to hold a teaching qualification to support access and participation of children with additional needs in early childhood and/or intervention programs.

**An Adviser** means a teacher appointed by the employer to undertake some or all of the responsibilities of management, co-ordination, advice and/or support of early childhood teachers, early childhood educators and/or early childhood services.

**An Adviser in Charge** means an adviser appointed by the employer to direct the work of other advisers.

**Early childhood teacher** means an employee engaged as such, or an employee engaged in a position that requires the employee to hold an early childhood teaching qualification approved by the Regulator for the purposes of the National Law, and published in accordance with Regulation 137(1)(a) of the Education and Care Services National Regulations 2011; and who has current registration with the Victorian Institute of Teaching.

**Casual Teacher** is a teacher who is engaged to replace a teacher who is absent. For the first five days of each appointment a casual teacher is paid for teaching time and for non-teaching time that is equal to 20% of the contracted hours (VECTEA clause 47.7(d)(i) – equals 15 mins per hour). Casual teachers are paid for a minimum of 3.5 hours per day at an hourly rate based on qualifications and experience. A loading of 25% is paid in lieu of leave entitlements. If the appointment extends beyond five days then the teacher is treated as a temporary teacher.

Teachers who work additional hours for example, to replace an absent teacher are paid for the additional hours at their usual rate with a 25% loading in lieu of leave entitlements.

**Temporary teacher** is a teacher who is engaged for a period in excess of five days to replace a teacher who is absent or to work in a project that is temporary in nature. A Temporary teacher has the same allocation of teaching and non-teaching time as permanent teachers. Temporary teachers are paid according to their classification. A 25% loading **may** also be paid in lieu of pro-rata leave entitlements. (VECTEA clause 17.4(f))

## Arrangement of hours

The total hours of employment for an early childhood teacher consist of:

- Teaching time
- Non-teaching time

There are no minimum weekly hours or daily roster for permanent employees.

**Teaching time** means all time spent performing face to face teaching duties whilst children are in attendance. A full time teacher will not be required to teach more than 25.5 hours each week, pro rata for part time teachers.

**Non-teaching time** means all time spent performing duties other than teaching duties. A minimum of 30 minutes of non-teaching time is allocated for each hour of teaching time. These duties may include, but are not limited to: planning, preparation, assessment and documentation; building, managing and maintaining collaborative partnerships with families and communities; meetings; reporting; implementing government initiatives; organisational duties necessary to the efficient running of the preschool program; leadership; mentoring and advocacy. (VECTEA clause 47.7)

## Workload Index

This is obtained by multiplying the length of each attendance session (in hours) by the number of children in that session and calculating a total for sessions within a week.

The workload index for a full time teacher must not exceed 765, pro rata for part time teachers. (VECTEA clause 47).

## Allowances

### **Protective clothing** - VECTEA clause 28.2 (a)

An allowance of \$1.90 per day is paid to a teacher when uniform or protective clothing is **not** provided by the employer. The allowance is only paid on days actually worked.

### **Meal Allowance** - VECTEA clause 28.4

Where an employer requires an employee to undertake work in excess of 9 hours in any one day Monday to Friday or more than four hours on a Saturday the employer will provide a meal allowance of \$11.63 or a meal to the employee.

### **Teacher in charge** - VECTEA clause 44.2

An allowance of 4% of the pay rate for a teacher at classification level 1.1 (\$1.18 per hour) is paid to a teacher who is required to have overall responsibility for a service comprising two or more units.

### **Vehicle allowance** - VECTEA Clause 28.1

An employee who is authorised by the employer to use his/ her own motor vehicle in the course of his/her duties shall be paid an allowance of \$0.66 per kilometre. (This rate is prescribed from time to time by the Australian Taxation Office.)

## Superannuation – VECTEA clause 23

Employers are required to contribute 9.5% superannuation for all **permanent** teachers. **Casual** and **temporary** teachers who are paid more than \$450 in a calendar month are also entitled to 9.5% superannuation contributions.

All new teachers must be provided with a standard superannuation choice form within 28 days of commencement of employment. New employees may

choose one of the four funds named in the agreement, Australian Super, HESTA, Vision Super, and VicSuper. Teachers who have made a superannuation choice cannot alter that choice within 12 months of making the choice. If existing teachers' contributions are being paid to a different compliant fund, then this can continue.

## **Leave**

### **School holidays** – VECTEA clauses 36, 37, 38

Teachers are entitled to ten weeks leave to be taken during non-term weeks. This period consists of four weeks annual leave and six weeks additional leave. Public holidays that occur during non-term weeks are paid but not included as leave. Leave loading is paid on four-weeks leave at Christmas each year. Teachers who have not worked for the full year are entitled to pro-rata leave and loading on termination or over the Christmas break.

### **Personal/carers** – VECTEA clause 29

Teachers are entitled to 15 days personal/carers leave per year. This is an annual entitlement of three times normal weekly hours. Any unused leave accumulates while the teacher remains in continuous employment.

### **Saturday Work Rates** – VECTEA clause 46

Work ordinarily performed on a Saturday will be paid at the rate of time and a half with a minimum period of engagement of 3.25 hours and double time thereafter.

### **Probationary period** – VECTEA clause 18

A probation period of 12 weeks wholly within term time applies to all teachers. By agreement the probation period can be extended to a maximum of six months in total.

Employment may be terminated at any time during the probation period by either the employee giving one week's notice or the employer giving one week's notice or paying one week's pay in lieu of notice.

## **Increments**

Teachers progress (increment) each year of service within the level range (level 1, level 2, level 3).

## **Validation** - VECTEA clause 43.11

Progression from level 1 to level 2 is subject to external validation until 1 January 2017. After this date, progression will be automatic without any need for validation.

Progression from level 2 to level 3 is subject to external validation. Validation is at the initiative of the teacher and is not mandatory. Until a teacher has successfully completed the validation process she/he will remain at the current Level 2 classification. Reclassification is effective from the date that the teacher submits a completed application for validation.

